

# Campus Surveys

**DL1325-1, DL1325-2**  
**DL1325-3, DL1325-4**

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# Agenda

- Features
- Attributes
- What is Campus Survey good for?
- Navigation
- Reports
- What is needed to make it work?
- Good survey sources



# Features

- Allows surveys to be designed, delivered and reviewed from within Campus
- Surveys are taken from within Portal or Campus
- Surveys may be anonymous or not
- Questions can be required or not
- Multiple responses permitted
- Surveys may be reused



# Survey Attributes

- Introduction & Conclusion pages
- Question page(s)
  - Question types
    - Selected response
      - Single (radio button)
        - Likert-style items
      - Multiple (checkbox)
      - “Other” textbox option
    - Constructed response
      - Short answer (text field)
      - Essay (text field)
    - Date and time items



# What is Campus Survey Good For?

- Gathering stakeholder perceptions from

- Staff
- Students
- Parents/Guardians

- Simple data collection

- Staff development

- Signing up for sessions
- Follow-up evaluations

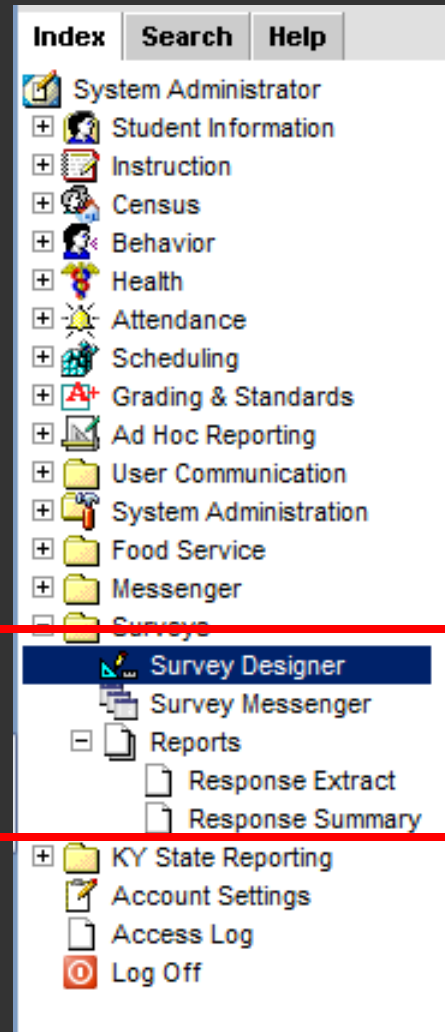
- Student voting

- Homecoming
- Student council
- Lunch preferences



# Navigation

Campus Survey tools and reports



# Creating Survey

The screenshot shows the 'Survey Detail' form with the following fields and annotations:

- Name survey:** Points to the **\*Survey Name** field, which contains 'School Lunches'.
- Check to make survey available to respondents:** Points to the **Active** checkbox, which is checked.
- Set open/close dates and times:** Points to the **\*Start Date/Time** and **\*End Date/Time** fields. The start date is 01/17/2007 12:00 AM and the end date is 01/28/2007 10:00 PM.
- Set anonymous and repeat flags:** Points to the **Record Results Anonymously** and **Allow Repeat Responses** checkboxes, both of which are unchecked.
- Enter text displayed at survey start:** Points to the text area for the survey start message, which contains: 'We always try to provide your child with the best nutrition possible. Please take a few minutes to provide us with your feedback to the following questions about the school lunch program.'
- Enter text displayed at survey end:** Points to the text area for the survey end message, which contains: 'Thank you, your response is important to us.'
- Save to user or user group:** Points to the **Organize To** dropdown menu, which is set to 'User Account'.

# Adding Pages

The screenshot shows the 'Survey Design' window with a tree view on the left and a 'Survey Page Editor' on the right. The tree view shows a survey titled 'School Lunches' with three pages: Page 1, Page 2, and Page 3. Page 1 contains three questions. The 'Survey Page Editor' shows the details for Page 1, including its name, sequence, and description.

**4 Save**

**1 Add page**

**2 Name page**

**3 Set sequence**

**Survey**

**Page**

- Hold questions
- Questions displayed on same screen

**Questions**

Survey Design

School Lunches

Page 1

- Your child receives quality nutrition
- The school lunch food is from all t
- Your child likes what is in the sch
- The school lunch is reasonably pr

Page 2

Page 3

Survey Page Editor

\*Name

Page 1

Sequence

0

Description

This group of questions is about nutrition.



# Adding Questions

**6** Save

**1** Add question

**2** Enter question text

**3** Select page

**4** Set

- Sequence on page
- Required
- Question type
- Alignment
- Other option

**5** Enter answer choices

The screenshot shows the 'Survey Design' window. The 'Survey Design' pane on the left shows a tree view with 'School Lunches' and three pages. The 'Add Question' button is highlighted in the top toolbar. The 'Survey Question Detail' pane on the right shows the question text 'Your child receives quality nutrition in his/her lunch.' and various settings like Page, Sequence, Question Type, and Alignment. The 'Survey Question Answer List' pane at the bottom shows a list of answer choices with their sequences.

| Value               | Sequence |
|---------------------|----------|
| Strongly Disagree   | 1        |
| Moderately Disagree | 2        |
| Undecided           | 3        |
| Moderately Agree    | 4        |
| Strongly Agree      | 5        |

# Tips

Use Copy Question whenever same answer choices are used for multiple questions

Always preview survey before making active or adding respondents

The screenshot shows a survey design software interface. On the left is a 'Survey Design' tree with a folder 'School Lunches' containing 'Page 1', 'Page 2', and 'Page 3'. 'Page 1' is expanded, showing three questions. The main area on the right is for editing a question. At the top of this area, a red box highlights two buttons: 'Copy Question' and 'Preview Survey'. Two red arrows point from the text above to these buttons. The question being edited is 'Your child receives quality nutrition in his/her lunch.' Below the question text are settings for 'Page' (Page 1), 'Sequence' (1), 'Question Type' (Radio Button Group), and 'Alignment' (Horizontal). There are also checkboxes for 'Required' and 'Include 'Other' Textbox'. Below these settings is a 'Survey Question Answer List' table with five rows of answer choices and their sequences. At the bottom of the table is a button 'Add SurveyQuestionAnswer'.

| Value               | Sequence |
|---------------------|----------|
| Strongly Disagree   | 1        |
| Moderately Disagree | 2        |
| Undecided           | 3        |
| Moderately Agree    | 4        |
| Strongly Agree      | 5        |

# Preview Survey

Page text

**School Lunches - *Preview***

Please provide your feedback to the following statements regarding the school lunch your child receives.

1. Your child receives quality nutrition in his/her lunch.

|                       |                       |                       |                       |                       |
|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Strongly Disagree     | Moderately Disagree   | Undecided             | Moderately Agree      | Strongly Agree        |
| <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

2. The school lunch food is from all the food groups

|                       |                       |                       |                       |                       |
|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Strongly Disagree     | Moderately Disagree   | Undecided             | Moderately Agree      | Strongly Agree        |
| <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

3. Your child likes what is in the school lunch

|                       |                       |                       |                       |                       |
|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Strongly Disagree     | Moderately Disagree   | Undecided             | Moderately Agree      | Strongly Agree        |
| <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

4. The school lunch is reasonably priced

|                       |                       |                       |                       |                       |
|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Strongly Disagree     | Moderately Disagree   | Undecided             | Moderately Agree      | Strongly Agree        |
| <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

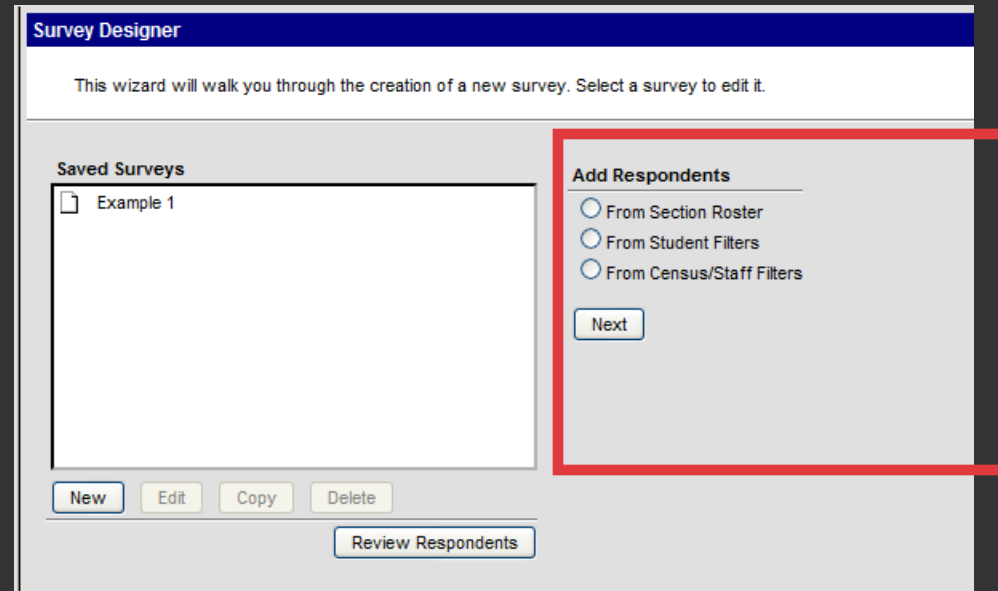
Next Page ->

Question text

Answer text  
(Question type  
= Radio Button  
Group –  
Horizontal)

# Adding Respondents

- Teachers can use their rosters
- Campus Ad Hoc filters can be used
- Surveys can be sent to students and/or guardians
- Invitations and reminders can be delivered via Campus Messenger
- Staff see a survey reminder in their Inbox
- Portal account holders see a survey tool



The screenshot shows the 'Survey Designer' window. At the top, a blue header bar contains the text 'Survey Designer'. Below this, a white instruction box states: 'This wizard will walk you through the creation of a new survey. Select a survey to edit it.' The main area is divided into two panels. The left panel, titled 'Saved Surveys', contains a list with one item: 'Example 1' preceded by a small square icon. Below this list are four buttons: 'New', 'Edit', 'Copy', and 'Delete'. The right panel, titled 'Add Respondents', is highlighted with a red rectangular border. It contains three radio button options: 'From Section Roster', 'From Student Filters', and 'From Census/Staff Filters'. Below these options is a 'Next' button. At the bottom center of the window is a 'Review Respondents' button.

# Reports

- Data may be extracted in CSV, HTML, or XML formats

**Response Data Extract**

This extract will generate a CSV file containing the user responses to the selected survey.

**Saved Surveys**

Example 1

Format 

CSV

☒ Include Completed Responses

☐ Filter responses (if Repeat Response was enabled, include only most recent responses)

Generate Report

# Reports

- Summary report (PDF) is available for each survey

**Response Summary Report**

This report will print a summary of responses to the survey.

**Saved Surveys**

☐ Example 1

☒ Include Only Completed Responses  
☒ Filter Repeat Responses (if Repeat Response was enabled, include only most recent responses)

Generate Report

| 1. Your child receives quality nutrition in his/her lunch. |                     | Total Responses | Percent of Total |
|--|---------------------|-----------------|------------------|
| a.   | Strongly Disagree   | 1               | 100.00%          |
| b.   | Moderately Disagree | 0               | 0.00%            |
| c.   | Undecided           | 0               | 0.00%            |
| d.   | Moderately Agree    | 0               | 0.00%            |
| e.   | Strongly Agree      | 0               | 0.00%            |
| Total Not Answered:  |                     | 0               | 0.00%            |
| Total Respondents:   |                     | 1               | 100.00%          |

# What is Needed?

- Campus Messenger
- Email addresses to send invitations
- Survey creation knowledge
  - No item bank or item sharing



# Good Survey Sources

- *Data Analysis for Continuous School Improvement* by Victoria L. Bernhardt (1998, 2003)
  - Appendix A – Sample Perception Questionnaires
    - Student K-3
    - Student 1-12
    - Student Secondary
    - Staff
    - Parent K-12
    - Parent High School
- What Is Happening in This Class? (WIHIC)
  - <http://adt.curtin.edu.au/theses/available/adt-WCU20050124.095754/unrestricted/08Appendices.pdf>





# Questions & Answers

Ask, we're ready!



# Learn More!

Additional training is available from Campus U

- Professional, certified trainers
- Just-in-time offerings
- Online
- In person
  - In your district
  - At Infinite Campus

